

## EDITORIAL BOARD ROLE:

### **Editorial Fellowship**

*One-year term with option to extend for a second-year term*

## BASIC FUNCTION:

The Editorial Fellowship position assists the editor in editorial management of the journal to learn journal publishing.

## PRINCIPAL RESPONSIBILITIES:

1. Oversee journal social media activities and suggest innovations.
2. Participate in the editorial process / workflow of the journal as needed.
3. Adhere to production/publications schedules.
4. Respond to correspondence from the Editor.
5. Attend the annual meeting of the Editorial Board.
6. Solicit advice, ideas and opinions from colleagues regarding journal policy, direction, material and design.

## EXPERIENCE:

Junior faculty with an academic association or at an academic institution. Some editorial experience or related experience; Fellow of the American Academy of Pediatrics; board-certified medical doctor.